



Role Title:	Counter Terrorism Security Advisor Supervisor
Grade:	PO2
Responsible to:	Protect, Prepare and Prevent WECTU Lead – Detective Chief Inspector
Responsible for:	Counter Terrorism Security Advisors
Liaison with:	Police Officers, Police Staff, General Public, External Organisations, Agencies and Partnerships
Required Vetting Level:	MV/SC/DV
Date Published:	January 2021

Role Purpose	To Supervise and work as part of the National Counter Terrorism team within Wales Extremism and Counter Terrorism Unit, contributing to the strengthening of National defences and to deliver counter terrorism (CT) strategies and provide specialist counter terrorism advice in relation to protective security to internal and external customers situated within South Wales Police.
Main Responsibilities	<p>Advice and Guidance</p> <ul style="list-style-type: none"> • Provide specialist advice and guidance on non-routine and escalated, complex issues related to area of work • Receive and respond to enquiries from customers, including complex and escalated queries • Analyse and present management information to senior managers and Chief Officers • Act as a recognised source expertise within own area • Generate original ideas and innovative solutions through the provision of expert knowledge and advice <p>Business Improvement</p> <ul style="list-style-type: none"> • Identify, propose and implement developments and improvements to the area, unit or project for the mutual benefit of the force and customers • Lead initiatives to improve business processes <p>Customer Service and Representation</p> <ul style="list-style-type: none"> • To present a positive image and service to both internal and external customers • Individuals are required to effectively engage with internal and external customers at all levels, in order to provide a high quality standard of service • Maintain confidentiality in relation to data protection issues and Management Of Police Information standards <p>People Management</p> <ul style="list-style-type: none"> • Manage recruitment, development, motivation and change processes within a team • Advise, motivate, and manage the performance of teams • To assist in implementation of Change Management. • Allocate/ task/ co-ordinate the work to team members within specialist subject area/ project <p>Policies & Strategies</p> <ul style="list-style-type: none"> • Assist in consultation of policies within subject area • Research review and draft policies • Draft and Consult on Policy implementation • Monitor and report on policy implementation to ensure compliance and identify issues/problems <p>Project Management</p> <ul style="list-style-type: none"> • Organise and manage the day to day delivery of subject area or projects including

	<p>planning and deployment of resources</p> <p>Risk Management and Legal Compliance</p> <ul style="list-style-type: none"> Identify risks within own remit, mitigate risks and inform others on risks Thorough understanding of associated guidelines and legislation to mitigate risks Manage risk management schedules to ensure Department/ BCU meets its obligation concerning Health & Safety and escalate serious problems Monitor and ensure compliance with all regulations and policy guidelines Escalate major problems <p>Other</p> <p>Customer Service and Representation To present a positive image and service to both internal and external customers Individuals are required to effectively engage with internal and external customers at all levels, in order to provide a high quality standard of service Maintain confidentiality in relation to data protection issues and Management Of Police Information standards</p> <p>In addition, the post holder must be prepared to undertake such additional duties which may result from changing circumstances, but which may not of necessity, change the general character or level of responsibility of the post.</p>
Qualifications	<p>Essential</p> <ul style="list-style-type: none"> Must have a good standard of education to at least GCSE A-C Level, including Maths and English or be able to demonstrate equivalent skills and abilities. Must have NaCTSO, CTSA accreditation or be prepared to successfully obtain such accreditation within two years whilst in role. City and Guilds Licentiate in Counter Terrorism Security Management or be prepared to successfully obtain whilst in role or equivalent degree in Counter Terrorism Protective Security. Current full valid driving license Hold AET Teaching qualification or be prepared to successfully obtain whilst in role. <p>Desirable</p> <ul style="list-style-type: none"> Home Office Certificate in Crime Prevention Home Office Certificate in Architectural Crime Prevention Police Driver Assessment
Skills	<p>Essential</p> <ul style="list-style-type: none"> Must be computer literate and proficient in Microsoft applications Must have management experience in partnership working <p>Desirable</p> <ul style="list-style-type: none"> Welsh Language Level 2 - Can understand the essence of a conversation in Welsh, and can convey basic information and respond to simple requests in Welsh. Can use Welsh to transfer telephone calls. Can introduce oneself and others by name, role, and location/organisation. Can contribute in a meeting partly in Welsh. Have experience in compiling security surveys
Knowledge	<p>Essential</p> <ul style="list-style-type: none"> Must have a thorough working knowledge of relevant legislation in particular Anti-Terrorism Crime and Security Act.
Personal Qualities	<p>Serving the Public Demonstrates a real belief in public service, focusing on what matters to the public and will best serve their interests Understands the expectations, needs and concerns of different communities and strive to address them Builds public confidence by talking with people in local communities to explore their viewpoints and break down barriers between them and the police</p>

Understands the impact and benefits of policing for different communities and identifies the best way to deliver services to them
 Develops partnership with other agencies to deliver the best possible overall service to the public

Professionalism

Acts with integrity, in line with values of the Police Service
 Takes ownership for resolving problems, demonstrating courage and resilience in dealing with difficult and potentially volatile situations
 Acts on own initiative to address issues, showing a strong work ethic and demonstrating extra effort when required
 Upholds professional standards, acting as a role model to others and challenging unprofessional conduct or discriminatory behaviour
 Remains calm and professional under pressure, defusing conflict and being prepared to step forward and take control when required

Leading Change

Positive about change, adapting different ways of working and encouraging flexibility in others
 Constantly looks for ways to improve service delivery and value for money, making suggestions for change and encouraging others to contribute ideas
 Takes an innovative and creative approach for solving problems
 Asks for and acts on feedback, learning from experience and continuing to develop own professional skills and knowledge

Leading People

Inspires team members to meet challenging goals, providing direction and stating expectations clearly
 Acknowledges the achievements of individuals and teams by recognising and rewarding good work
 Recognises when people are becoming de-motivated and provides encouragement and support
 Gives honest and constructive feedback to help people understand their strengths and weaknesses
 Coaches and guides team members, identifying and addressing areas for development

Managing Performance

Understands the organisation's objectives and priorities and how own work fits into these
 Plans and organises tasks effectively to maintain and improve performance
 Manages multiple priorities, thinking things through in advance, balancing resources and co-ordinating activity to complete tasks within deadlines
 Knows the strengths of the team members, delegating appropriately and balancing workloads across the team
 Monitors delivery to ensure tasks have been completed to the right standard and tackles poor performance effectively

Decision Making

Gathers, verifies and assesses information to gain an accurate understanding of situations
 Considers a range of possible options before making clear, timely, justifiable decisions
 Reviews decisions in light of new information and changing circumstances
 Balances risk, cost and benefits, thinking about the wider impact of decisions
 Exercises discretion and applies professional judgement, ensuring actions and decisions are proportionate and in public interest

Working with Others

Works co-operatively with others to get things done, willingly giving help and support to colleagues
 Is approachable, developing positive working relationships and good team spirit

	<p>Explains things well, ensuring instructions are understood and talks to people using language they understand</p> <p>Listens carefully and asks questions to clarify understanding, expressing own views positively and constructively</p> <p>Persuades people by stressing the benefits of a particular approach, keeping them informed of progress and managing their expectations</p> <p>Is courteous, polite and considerate, showing empathy and compassion</p> <p>Deals with people as individuals and addresses their specific needs and concerns</p> <p>Treats people with respect and dignity, dealing with them fairly and without prejudice regardless of their background or circumstances</p>
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All individuals of WECTU must display the qualities to be able to work in an organisation with minority groups and provide service to minority groups in communities. They must show that they are able to contribute to an open, fair working environment where inappropriate behaviour is not permitted. They must display no evidence of the likelihood to contribute in any way to work place bullying or any other form of discriminatory behaviour.

Method of Assessment

When completing your application please ensure you only complete the sections marked below as these are the sections you will be marked against for the shortlisting stage of your application.

	Shortlisting
Qualifications	Yes
Skills	Yes
Knowledge	Yes
Personal Quality – Serving the Public	
Personal Quality – Professionalism	
Personal Quality – Leading Change	
Personal Quality – Leading People	Yes
Personal Quality – Managing Performance	Yes
Personal Quality – Decision Making	
Personal Quality – Working with Others	Yes

SUPPORTING INFORMATION TO ROLE PROFILE

You will Act as a focal point within Wales for counter--terrorism protective security advice and policy development to sites and sectors that are determined by central government policy.

Fulfil the statutory obligations provided for in the Anti-Terrorism Crime and Security Act 2001 in respect of sites holding designated pathogens and toxins.

Fulfil the statutory obligations provided for in the Radiological Substances Act 1993 in respect of the security of High Activity Sealed Radiological Sources (HASS)

Resolve security concerns through a 'problem solving' approach.

Inform and seek advice from specialist bodies where site security gives cause for concern or where specialist input is required.

Deliver national counter terrorism projects on crowded places to Industry, businesses and local authorities.

Conduct thorough and in-depth review of security in line with the current terrorism threat for the purposes of identification and assessment of locations within the Force/Region that might be vulnerable to terrorist or extremist attack.

Devises and develop appropriate protective security measures which are commensurate with the risk